## **Gainful Employment**

Webinar #4

Additional Information on the Gainful Employment Reporting Process

October 13 and 14, 2011



## Gainful Employment Statute

- An educational program is Title IV eligible only if the program:
  - Is offered by a public or non-profit institution and leads to a degree; or
  - Is offered at any institution and "leads to gainful employment in a recognized occupation".
    - Referred to as a Gainful Employment Program or a GE Program.



# Gainful Employment Programs

- Proprietary institutions and postsecondary vocational institutions —
  - All programs, except for -
    - Programs leading to a baccalaureate degree in liberal arts offered since January 2009 that has been regionally accredited since October 2007.
    - Preparatory course work necessary for enrollment in an eligible program.



# Gainful Employment Programs

- Public institutions and not-for-profit institutions —
- All programs, except for -
  - Programs that lead to a degree;
  - Programs of at least two years in length that are fully transferable to a bachelor's degree program; and
  - Preparatory course work necessary for enrollment in an eligible program.



# Gainful Employment Regulations

- Two sets of Final Rules published on October 29, 2010, with effective dates of July 1, 2011
  - Program Integrity Including Gainful Employment Reporting and Disclosures
  - Gainful Employment New Programs
- Final Rules on metrics to define gainful employment published on June 13, 2011





## Gainful Employment Annual Submission

Institution must annually submit information on students enrolled in programs leading to gainful employment in a recognized occupation.

Information on reporting was provided in the <u>Dear</u> <u>Colleague Letter GEN-11-10</u>.

Attachment to DCL GEN 11-10 lists the data fields

GEN-11-10: Gainful Employment Reporting Draft
Data Elements List in MS Word, 32 KB, 5 Pages





#### **GE Data Reporting**

The Department has established a process to submit, view, and update GE data using NSLDS.

- Resource <u>NSLDS Gainful Employment</u> <u>User Guide</u>
  - Found at <u>http://ifap.ed.gov/GainfulEmploymentInfo/index.html</u>
  - Provides instruction for GE reporting enrollment.
  - Provides file layout and submission instructions.





#### **GE User Guide**

- Several versions of the GE User Guide have been posted
- Most current is Version 4.0 released on September 22, 2011





### **Basics of Reporting**



#### **Basics of Reporting**

#### Multiple methods of providing data

- GE Submittal Template Upload
- GE Batch File
  - Fixed Width Format
  - Comma Separated Values (CSV) Format
- GE Online Add





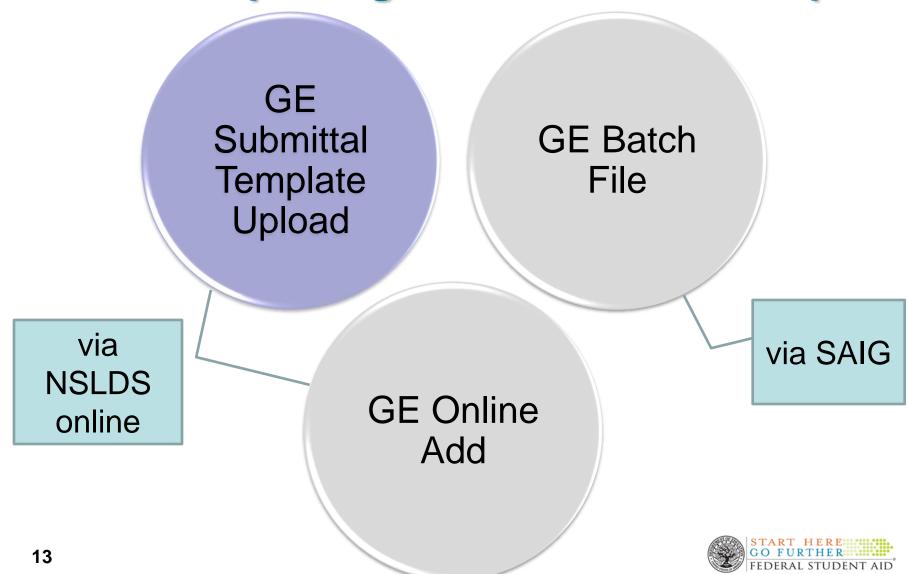
#### **Basics of Reporting** GE **Submittal GE Batch** File **Template** Upload via via SAIG **NSLDS GE Online** online Add



### **GE Submittal Template**







#### **GE Submittal Template**

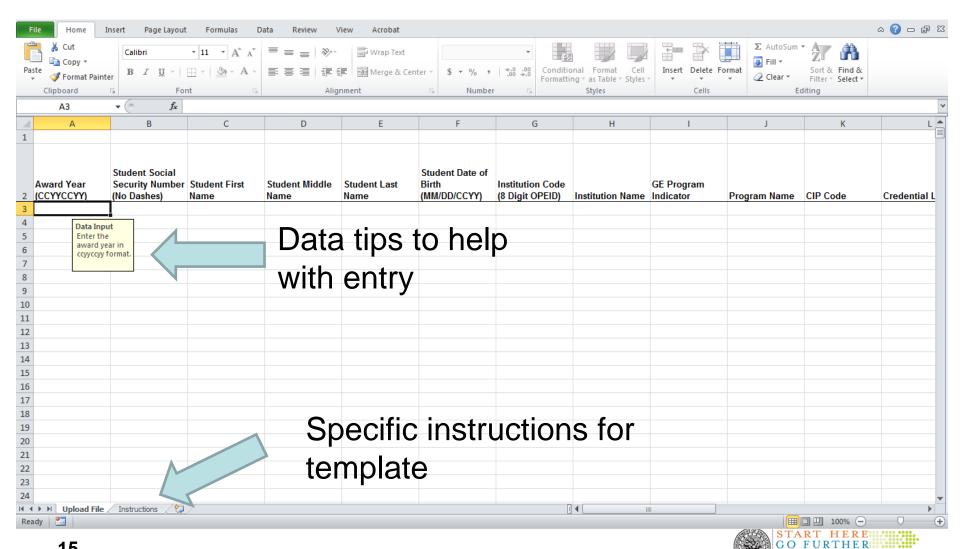
- Available on fsadownload.ed.gov
- Pre-formatted template for data entry with instructions and data rules attached
- Can be uploaded directly to NSLDS Professional Access web site
- Up to 50 records can be uploaded at a time
- Can be Cut/Paste from a separate spreadsheet
- See <u>NSLDS Newsletter #34</u> for specific instructions on how to Cut/Paste with the GE Submittal Template.





FEDERAL STUDENT AID

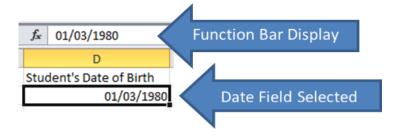
#### Basics of Reporting – GE Submittal Template





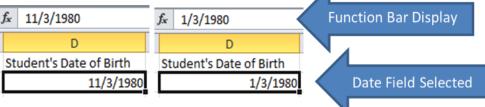
- Notice that date formats in the template differ from those for other reporting methods.
  - Date fields in template are mm/dd/ccyy

Example of properly formatted date:



Examples of improperly formatted

dates: f\* 11/3/1980





- After data has been entered into the Submittal Template it can be uploaded to NSLDS
- Any errors which exist in the records will be identified during upload
- Records without errors WILL be submitted to NSLDS
- Records with errors will NOT be submitted to NSLDS







National Student Loan Data System (NSLDS)







Enroll



Report

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Enrollment Summary | Enrollment Add | Enrollment Update | Enrollment Reporting Schedule | Exit Counseling Submittal | GE List | GE Reporting List | GE Submittal

Logged on as: POLLYANNA SMYTH from NORTH SOUTH UNIVERSITY

Name: NORTH SOUTH UNIVERSITY

Code: 06789900

Type: School

#### **Gainful Employment Spreadsheet Add**





1 record has been successfully added.



	Unable to process information for records identified by error icon(s). Please place cursor over the icon(s) for details.
Check All	Line item numbers match to rows in the spreadsheet.

Check All	Line item numbers match to rows in the spreadsheet.				
	SSN: FORMULA	NAME: Georgia Brown	DOB: 09/01/1987		
OPEID: 06789900 INSTITUTION NAME: North South University					
	Award Year: 20082009	GE Program Indicator: Y	Program Name: Culinary Arts		
Enrollment Data:	CIP Code: 120500	Credential Level: 01	Medical or Dental Internship or Residency: N	FFEL or Direct Loan: Y	
	Program Attendance Begin Date: 01/03/2009	Program Attendance Begin Date for This Awa	rd Year: 01/03/2009	Program Attendance Status: E	
	Program Attendance End Date:	Private Loans Amount:	Institutional Financing Amount:	Tuition and Fees Amount:	
Post Enrollment Data:	Enrolled in Another Program:	CIP Code of Other Program:	Credential Level of Other Program:		
Post Elifolillelit Data.	Program Name of Other Program:	GE Program Indicator of Other Program:	OPEID of Other Program Institution:		
	Institution Name for Other Program:				
	SSN: FORMULA	NAME: Georgia Brown	DOB: 09/01/1987		
☑ ② ③	OPEID: 06789900	INSTITUTION NAME: North South University			
	Award Year: 20092010	GE Program Indicator: Y	Program Name: Culinary Arts		
Enrollment Data:	CIP Code: 120500	Credential Level: 01	Medical or Dental Internship or Residency: N	FFEL or Direct Loan: Y	





- Records with errors cannot be corrected on the screen must be corrected in the worksheet and those records uploaded
- Identify records with errors which appear on the screen in the original Submittal Template
  - Hover over
  - Information box will appear with errors regarding that record

    Error(s): Program Attendance Regin Date This Year invalid.

Error(s): Program Attendance Begin Date This Year invalid, Program Attendance End Date not allowed, Private Loans Amount not allowed, Institutional Financing Amount not







National Student Loan Data System (NSLDS)



Enroll Org



Enrollment Summary | Enrollment Add | Enrollment Update | Enrollment Reporting Schedule | Exit Counseling Submittal | GE List | GE Reporting List | GE Submittal

Logged on as: POLLYANNA SMYTH from NORTH SOUTH UNIVERSITY

Name: NORTH SOUTH UNIVERSITY

Code: 06789900 Type: School



#### **Gainful Employment Spreadsheet Add**



Unable to process information for records identified by error icon(s). Please place cursor over the icon(s) for details.

Check All Line item numbers match to rows in the spreadsheet.						
Error(s): Program Attendance Begin Date This Year invaling Program Attendance End Date not allowed, Private Loans Amount not allowed, Institutional Financing Amount not			ME: Georgia Brown TITUTION NAME: North South University	DOB: 09/01/1987		
allowed.			rogram Indicator: Y	Program Name: Hair Design		
Enrollment Data:	Enrollment Data: CIP Code: 120407		ential Level: 01	Medical or Dental Internship or Residency: N	FFEL or Direct Loan: N	
	Program Attendance Begin Date: 09/01/2008	Prog	ram Attendance Begin Date for This Award	i Year: 09/01/2008	Program Attendance Status: E	
	Program Attendance End Date: 10/03/2008	Priva	te Loans Amount: 0	Institutional Financing Amount: 0	Tuition and Fees Amount: 1900	
Post Enrollment Data:	Enrolled in Another Program: N	CIP Code of Other Program:		Credential Level of Other Program:		
Post Elifolillelit Data.	Program Name of Other Program:	GE Program Indicator of Other Program: OPEID of Other Program Institution:				
	Institution Name for Other Program:					
	SSN: FORMULA	NAME	: Georgia Brown D	OB: 09/01/1987		
<b>☑ ② ②</b>	OPEID: 06789900	INSTI	TUTION NAME: North South University			
	Award Year: 20082009	GE P	rogram Indicator: Y	Program Name: Culinary Arts		
Enrollment Data:	CIP Code: 120500	Cred	ential Level: 01	Medical or Dental Internship or Residency: N	FFEL or Direct Loan: Y	
	Program Attendance Begin Date: 01/03/2009	Prog	ram Attendance Begin Date for This Award	i Year: 01/03/2009	Program Attendance Status: E	
	Program Attendance End Date:	Priva	te Loans Amount:	Institutional Financing Amount:	Tuition and Fees Amount:	
Post Enrollment Data:	Enrolled in Another Program:	CIP C	Code of Other Program:	Credential Level of Other Program:		





- Locate previously uploaded Submittal Template
- Correct errors in the Submittal Template
- Upload corrected spreadsheet to NSLDS





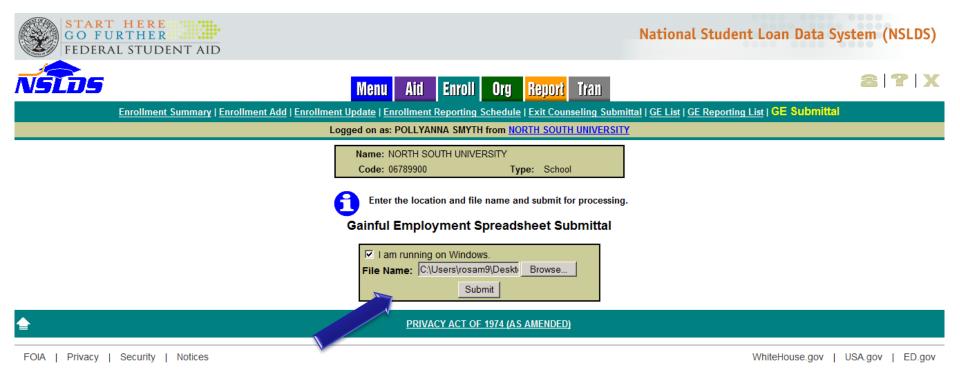
	M	N	0	Р	Q	R	
1							
2	Medical or Dental Internship or Residency	FFEL or Direct Loans	Program Attendance Begin Date	Program Attendance Begin Date for This Award Year	Program Attendance Status	Program Attendance End Date	Pr An
	,		<b>Y</b>				
3	N	N	09/01/2008	09/01/2008	E	10/03/2008	0
4	N	Υ	01/03/2009	01/03/2009	E		
5	N	Υ	01/03/2009	07/01/2009	С	11/10/2009	0
6							



Error(s): Program Attendance Begin Date This Year invalid, Program Attendance End Date not allowed, Private Loans Amount not allowed, Institutional Financing Amount not allowed.













National Student Loan Data System (NSLDS)



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Enrollment Summary | Enrollment Add | Enrollment Update | Enrollment Reporting Schedule | Exit Counseling Submittal | GE List | GE Reporting List | GE Submittal

Logged on as: POLLYANNA SMYTH from NORTH SOUTH UNIVERSITY

Name: NORTH SOUTH UNIVERSITY

Code: 06789900 Type: School

#### **Gainful Employment Spreadsheet Add**

✓ Uncheck All	Uncheck All Line item numbers match to rows in the spreadsheet.					
<b>☑</b> 1		NAME: Georgia Brown DC INSTITUTION NAME: North South University	<b>DB:</b> 09/01/1987			
	Award Year: 20082009	GE Program Indicator: Y	Program Name: Hair Design			
Enrollment Data:	CIP Code: 120407	Credential Level: 01	Medical or Dental Internship or Residency: M	FFEL of Direct Loan: N		
	Juin Attendance Begin Date. vs. 19008	Program Attendance Begin Date for This Award	d Year: 09/01/2008	Program Attendance Status: W		
	Program Attendance End Date: 10/03/2008	Private Loans Amount: 0	Institutional Financing Amount: 0	Tition and Foos Amount		
Post Enrollment Data:	Line. Line Another Programs N	CIP Code of Other Program:	Credential Level of Other Program:			
r ost Emoninent Data.	Program Name of Other Program:	GE Program Indicator of Other Program:	OPEID of Other Program Institution:			
	Institution Name for Other Program:					
▼ 2		ME: Georgia Brown DOB STITUTION NAME: North South University	: 09/01/1987			
	Award Year: 20082009	GE Program Indicator: Y	Program Name: Culinary Arts			
Enrollment Data:	CIP Code: 120500	Credential Level: 01	Medical or Dental Internship or Residency: N	FFEL or Direct Loan: Y		
	Program Attendance Begin Date: 01/03/2009	Program Attendance Begin Date for This Award	d Year: 01/03/2009	Program Attendance Status: E		
	Program Attendance End Date:	Private Loans Amount:	Institutional Financing Amount:	Tuition and Fees Amount:		
Doet Enrollmont Datas	Enrolled in Another Program:	CIP Code of Other Program:	Credential Level of Other Program:			



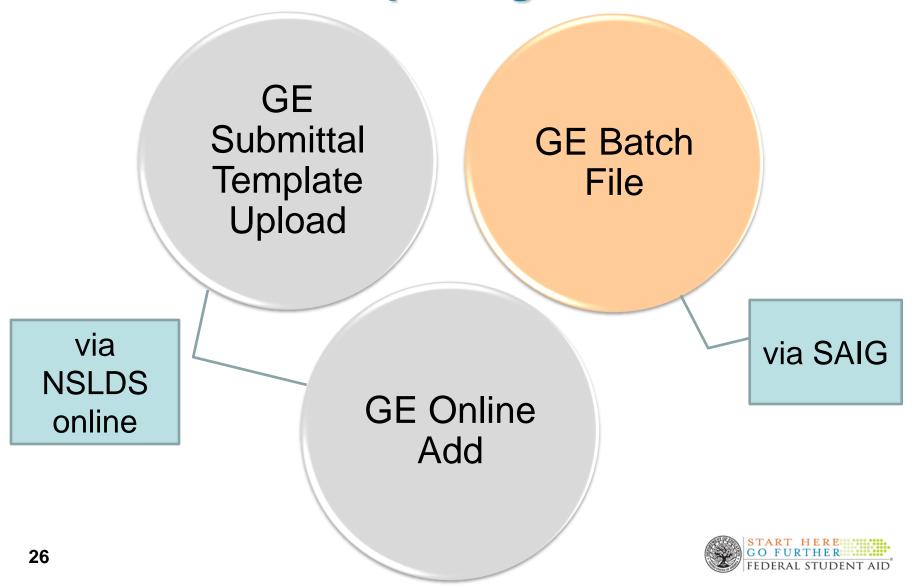


### **GE Batch File**





#### **Basics of Reporting – Batch Submittal**



#### **Basics of Reporting – Batch Submittal**

#### **Batch Submittal**

- Two formats of submitting records via batch
  - Fixed Width Format
  - CSV Comma Separated Values Format
- Both formats are to be submitted to NSLDS via SAIG using the SAIG TG Mailbox setup on NSLDS for GE Reporting
- For more details on how to sign up see the GE User Guide, Section 1.5 How to Sign Up, page 4





### **GE Batch File – Fixed Width**





#### How and Why - Fixed Width

- Recommended method to report files with large numbers of records
- Typically created by a large IT system from data extract
- Can also be manually created using a text editor such as Notepad or Wordpad
- Microsoft Word is NOT a text editor, and cannot be used for this purpose





#### Contents of a File – Fixed Width

#### Each file consists of 3 types of records

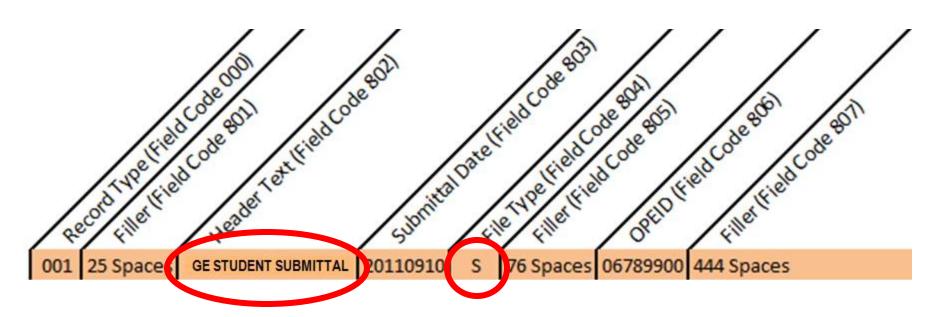
- ➤ Single Header Record
  - Contains file level information regarding the school, file type and submittal date
- ➤ One or more Detail Record(s)
  - Contains detail level information regarding a particular student and their attendance in a GE Program
- ➤ Single Trailer Record
  - Contains file level information regarding the number of records contained in the file





#### **Header Record**

#### Header is the first record in the file



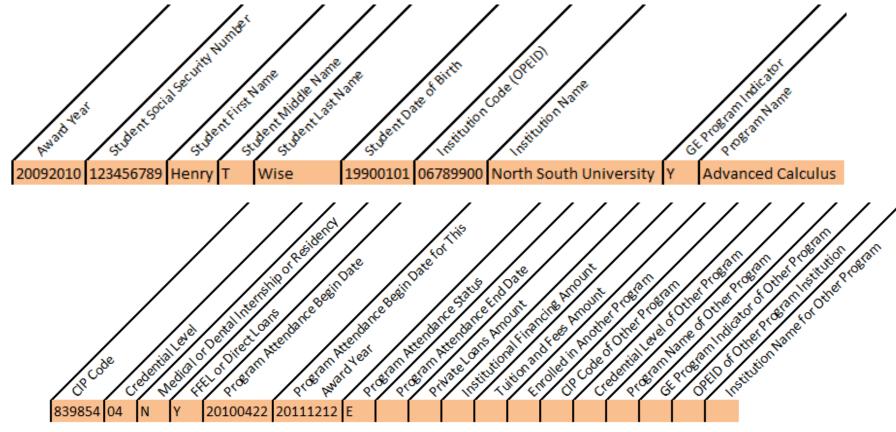
For more details on creating a header record, see GE User Guide Appendix A, pages 36-39





#### **Detail Record**

One or more detail records in a file



For more details on creating detail records, see GE User Guide Appendix A, pages 40-60



#### **Trailer Record**

#### Trailer is the final record in the file



For more details on creating a trailer record, see GE User Guide Appendix A, pages 61-63



### **GE Batch File - CSV**





#### **How and Why – CSV**

- Recommended method to report files with high numbers of records, when no large IT system available to export records
- Can be created by using Excel, which inserts the commas for you
- Can also be manually created using a text editor such as Notepad or Wordpad, which does NOT insert the commas for you
- Microsoft Word is NOT a text editor, and cannot be used for this purpose





#### Contents of a File – CSV

#### Each file consists of 3 types of records

- ➤ Single Header Record
  - Contains file level information regarding the school, file type and submittal date
- ➤ One or more Detail Record(s)
  - Contains detail level information regarding a particular student and their attendance in a GE Program
- ➤ Single Trailer Record
  - Contains file level information regarding the number of records contained in the file





### **CSV Explained**

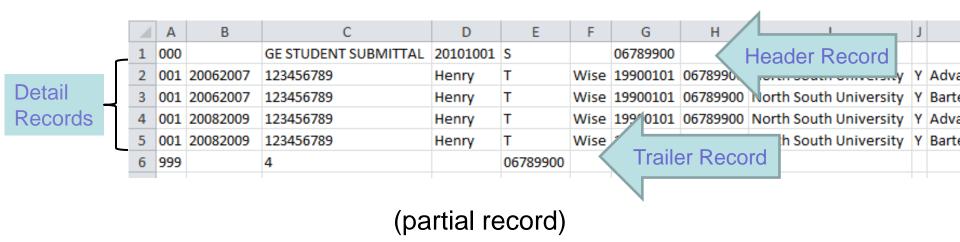
- Format a blank spreadsheet as text
- First row will be the header record
- Second row will begin the detail record(s)
- Enter data into spreadsheet, one data element per column following the GE User Guide
- For data elements of 'Filler', leave column empty
- Last row will be the trailer record





### **CSV Explained**

#### Excel sample:



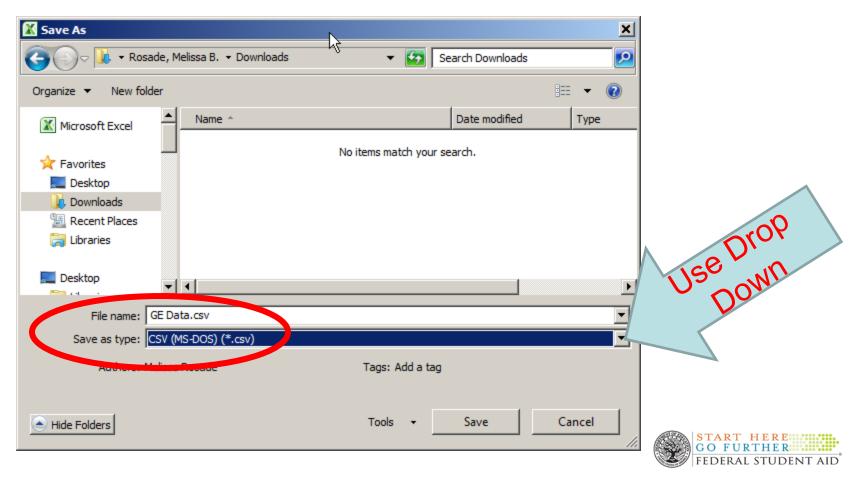
\*\*Important to remember to format entire spreadsheet as text.





### **CSV Explained**

When all data entered, save file as CSV and submit to NSLDS via SAIG TG mailbox.





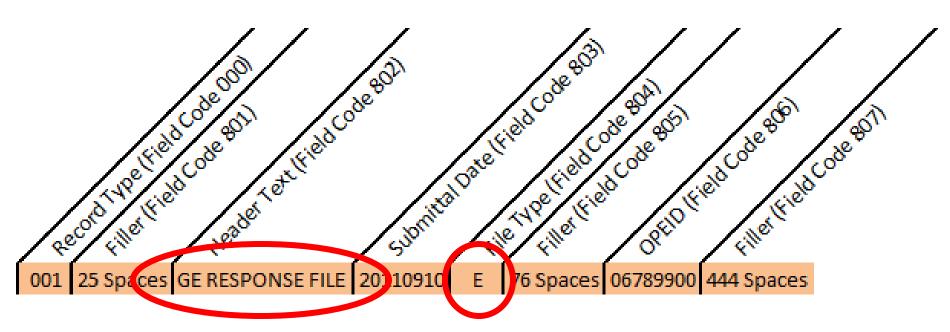
#### **Batch Errors**

- Errors received from batch submissions are formatted in an GE Response Error / Acknowledgment file
- GE Response Error/Acknowledgment file is returned to the mailbox where the Submittal file was sent
- GE Response Error/Acknowledgment file is in the same format as the Submittal file
  - If CSV was sent to NSLDS, CSV will be returned
  - If Fixed Width was sent to NSLDS, Fixed Width will be returned



#### **Batch Errors - Header Record**

Header is the first record in the file



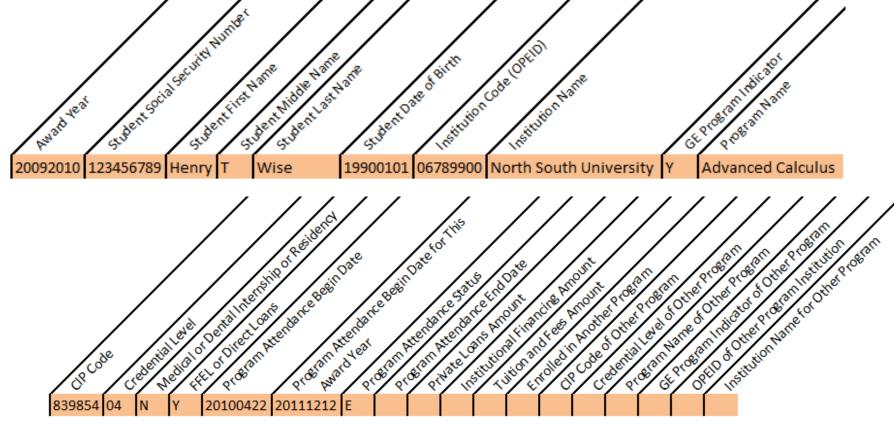
For more details on the GE Response Error/Acknowledgment header record, see GE User Guide Appendix A, pages 64-67





#### **Batch Errors - Detail Record**

One or more detail records in a file

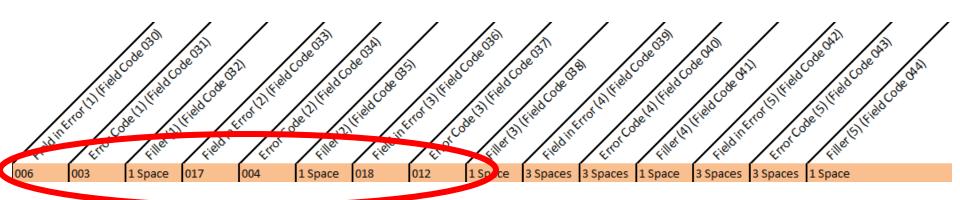


For more details on GE Response Error/Acknowledgment detail records, see GE User Guide Appendix A, pages 68-95



### **Batch Errors – Detail Record**

- Fields in Error and Error Code will be at the end of the detail record
- Up to five (5) errors per detail record



Record has three (3) errors







#### **Batch Errors - Trailer Record**

Trailer is the final record in the file



For more details on GE Response Error/Acknowledgment trailer record, see GE User Guide Appendix A, pages 95-98



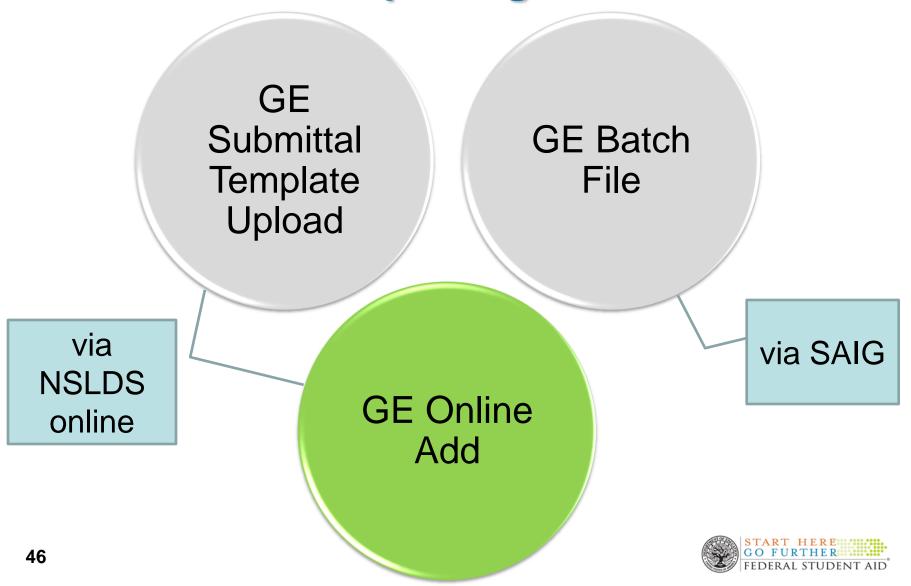


### **GE Online Add**





### **Basics of Reporting – Batch Submittal**



### **Basics of Reporting – Online Add**

- Recommended for small number of records to be entered
- Available on NSLDS (www.nsldsfap.ed.gov)
  - Go to the Enroll tab and click GE List
- All data is entered into the screen
- Errors are shown on the screen and must be corrected before the record will be accepted





### **Basics of Reporting – Online Add**

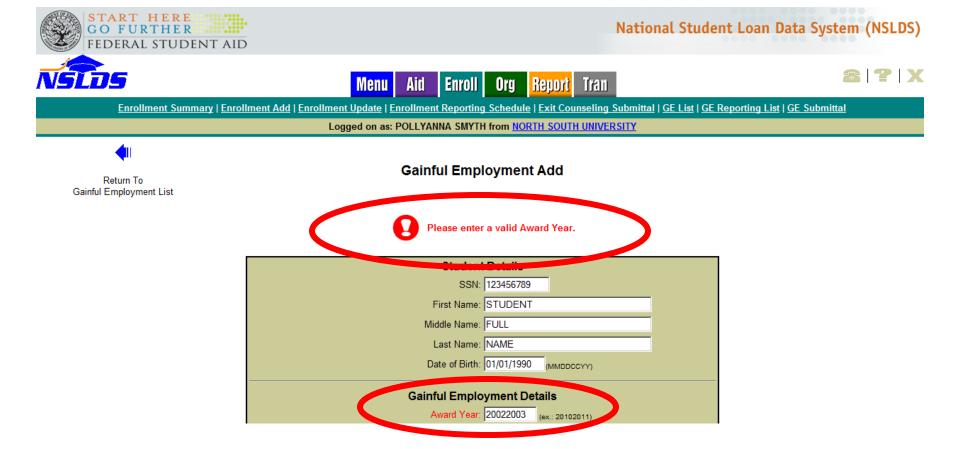
NSLDS	Menu Aid Enroll Org Report Tran	2 7 X
Enrollment Summary   Enrollmen	nt Add   Enrollment Update   Enrollment Reporting Schedule   Exit Counseling Submittal   GE List   GE Reporti	ng List   GE Submittal
	Logged on as: POLLYANNA SMYTH from NORTH SOUTH UNIVERSITY	
Return To Gainful Employment List	Gainful Employment Add	

Student	Details
SSN	
First Name.	
Middle Name.	
Last Name:	
Date of Birth:	(AMCOCCYY).
Gainful Employ	yment Details
Award Year	(ex.: 20102011)
Institution Code (OPEID)	067899
Institution Name:	
GE Program Indicator	Select 💌
Program Name:	
CIP Code:	
Credential Level:	Select
Medical or Dental Internship or Residency:	Select 💌
FFEL or Direct Loans:	Select •
Program Attendance Begin Date:	амеросуу)
Program Attendance Begin Date for This Award Year:	AMODOCYYI
Program Attendance Status	Select ▼
Program Attendance End Date:	AM/00007Y)
Private Loans Amount	
Institutional Financing Amount:	
Tuition and Fees Amount	
Enrolled in Another Program.	Select *
CIP Code of Other Program.	
Credential Level of Other Program.	Select 💌
Program Name of Other Program.	
GE Program Indicator of Other Program.	Select *
OPEID of Other Program Institution:	Org Search
Institution Name for Other Program:	- annihologophol





### **Basics of Reporting – Online Add**







#### **Online Review**

### Records loaded by any method can be viewed on NSLDS

NS	īlos			Menu Aid Enroll Org Report Tran	ı	2 ? X
		Enrollment Summa	ry   Enrollment Add   E	nrollment Update   Enrollment Reporting Schedule   Exit Counseling Sc		GE Submittal
				Logged on as: POLLYANNA SMYTH from NORTH SOUTH UNIVER	RSITY	
				Gainful Employment List		
				Add Gainful Employment		
			Sort By: Display Only:	SSN, CIP  School Code: 067899  Location Code: (ex.:20102011) (*) fc  Student SSN: (p) for All  CIP Code: (p) for All  Credential Level: ALL  Program Attendance Status: ALL  Program Attendance End Date Begin: 01/01/0001 (MMDDCCYY)  Program Attendance End Date End: 12/31/9999 (MMDDCCYY)  History: Active (p) for All	Retrieve Retrieve	
		I				
#	SSN	Name			DOB	Active
	Institution ***-**-6789	WISE, HENRY E			01/01/1990	YES
	06789900 - NORTH SC	,			0110111990	120
1	Award Year: 2009- 2010	CIP Code: 120502	At	tendance Begin - End Date: 04/22/2008 - 05/21/2010	Attendance Status: WITHDREW	Credential Level: POST BACCALAUREATE CERTIFICATE
	***-**-4321	SMART, LAUREN E			12/31/1990	YES
2	06789900 - NORTH SC	DUTH UNIVERSITY				
	Award Year: 2009- 2010	CIP Code: 513101		Attendance Begin - End Date: 04/22/2008 - N/A	Attendance Status: ENROLLED	Credential Level: POST BACCALAUREATE CERTIFICATE
<b>_</b>				PRIVACY ACT OF 1974 (AS AMENDED)		





### **GE Case Studies**



### **Understanding the Case Study**

- Case Studies are examples:
  - DO: Explain how to report successfully using different methods
  - DON'T: Represent the only method of reporting for a particular situation
- Submittal Template, Online Add and Batch submittal files can ALL be used for submitting ALL data represented in these Case Studies





# Case Study No. 1 Single Record in a Single Award Year - Enrolled





### Case Study No.1

#### Single Record in a Single Award Year - Enrolled

Susan started her Nail Tech program on January 5, 2010 and is still enrolled on June 30, 2010.

Name: Susan B. Jones

SSN: 000-00-9991

DoB: 1/1/1990

CIP: 120410

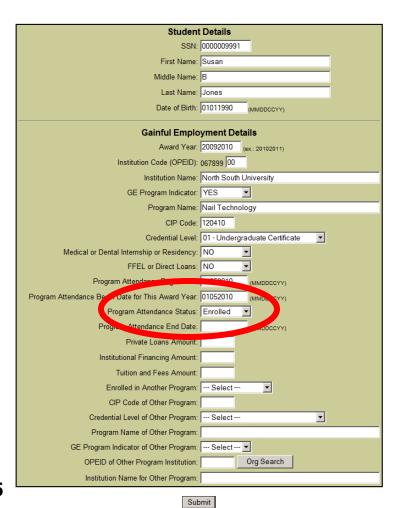
GE Program: Yes





## Case Study No.1 Single Record in a Single Award Year - Enrolled

Gainful Employment Add



See GE User
 Guide for details
 regarding the data
 to be entered into
 each field





# Case Study No. 2 Single Record in a Single Award Year - Completed





### Case Study No.2

#### Single Record in a Single Award Year - Completed

Julie started her Nail Tech program on January 5, 2011 and had graduated by June 30, 2011.

Name: Julie A. Brown

SSN: 000-00-9911

DoB: 1/1/1988

CIP: 120410

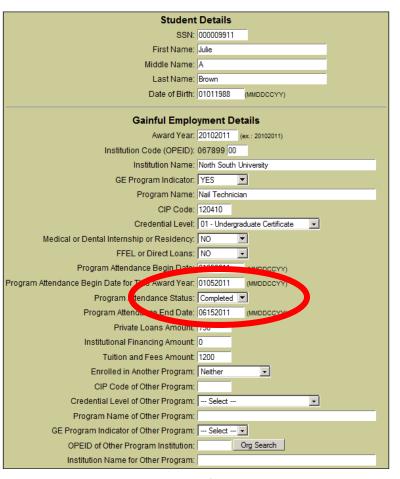
GE Program: Yes





## Case Study No.2 Single Record in a Single Award Year - Completed

**Gainful Employment Add** 



- When a student has completed or has withdrawn from the program additional data must be entered.
- See GE User Guide for details regarding these fields









James started his Auto Mechanics GE Program course on May 15, 2008 and finished it on June 20, 2009, without taking any time off. So he was enrolled in the program in Award Year 2007-2008, and Award Year 2008-2009.

Name: James A. Brown

SSN: 000-00-9913

DoB: 10/1/1988

CIP: 150803

GE Program: Yes





#### Data Elements 1 through 10

4	A	В	С	D	E	F	G	Н	1	J
1										
2	Award Year	Student Social Security Number	Student First Name	Student Middle	Student Last Name	Student Date of Birth	Institution Code (OPEID)	Institution Name	GE Program	Program Name
							,	North South		Complete Engin
3	20072008	000009913	James	Α	Brown	10/1/1988	06789900	University	Υ	Rebuild
								North South		Complete Engine
L	20082009	000009913	James	Α	Brown	10/1/1988	06789900	University	Υ	Rebuild





#### Data Elements 11 through 18

1	K	L	M	N	0	Р		Q.	R
	CIP Code	Credential Level	Medical or Dental Internship or Residency	FFEL or Direct	Program Attendance Begin Date	Program Attendance Begin Date f This Award		Program Attendance Status	Program Attendance End Date
	150803	01	N	N	05/15/2008	05/15/2008		E	
	150803	01	N	N	05/15/2008	07/01/2008	1	С	06/20/2009





#### Data Elements 19 through 28

S	T	U	V	W	Х	Υ	Z	AA	AB
Private Loans	Institutional Financing	Tuition and Fees		CIP Code of	Credential Level	of Other	GE Program Indicator of	OPEID of Other Program	Institution Name for Other
Amount	Amount	Amount	Program	Other Program	Program	Program	Other Program	Institution	Program
1750	0	1750	N						





When Enrolled in Another Program is N, leave "Other" fields blank









Georgia started her Hair Design certificate program on September 1, 2008 but she withdrew on October 3, 2008. She enrolled in Culinary Arts certificate on January 3, 2009. And was enrolled through the end of the Award Year.

Name: Georgia Brown

SSN: 000-00-9113

DoB: 9/1/1987

Program 1 CIP: 120407 Program 2 CIP: 120500

GE Program: Yes GE Program: Yes





	Α	В	С	D	E	F	G	Н	1	J
1										
2		Student Social	Student First	Student Middle	Student Last	Student Date of	Institution Code		GE Program	
	Award Year	Security Number	Name	Name	Name	Birth	(OPEID)	Institution Name	Indicator	Program Name
3		Security Number 000009113	Name Georgia	Name	Name Brown	09/01/1987	(OPEID) 06789900	Nort South University	Indicator	Program Name Hair Design







	K	L	M	N	0	Р	Q	R
1								
2	CIP Code	Credential Level	Medical or Dental Internship or Residency	FFEL or Direct Loans	Program Attendance Begin Date	Program Attendance Begin Date or This Award Year	Program Attendance Status	Program Attendance End Date
3	120407	01	N	N	09/01/2008	09/01/2008	w	10/03/2008







	S	Т	U	V	W	X	Υ	Z	AA	AB
1										
2	Private Loans	Institutional Financing Amount	Tuition and Fees Amount	Enrolled in Another Program	CIP Code of Other Program	Credential Level of Other Program		Indicator of Other	OPEID of Other Program Institution	Institution Name for Other Program
3	0	0		s	120500	01	Culinary Arts	Υ	067899	North South University
4										







# Case Study No. 5 Multiple Programs Across Multiple Award Years





# Case Study No.5 Multiple Programs Across Multiple Award Years

Georgia started her Hair Design certificate program on September 1, 2008 but she withdrew on October 3, 2008. She enrolled in Culinary Arts certificate on January 3, 2009. She completed the Culinary Arts on November 10, 2009.

Name: Georgia Brown

SSN: 000-00-9113

DoB: 9/1/1987

Award Year: 2008-2009 Award Year: 2009-2010

Program 1 CIP: 120407 Program 2 CIP: 120500

GE Program: Yes GE Program: Yes



# Case Study No.5 Multiple Programs Across Multiple Award Years

d	A	В	С	D	Е	F	G	Н	1	J
_1										
	<b>/</b>	Student Social	Student First	Student Middle	Student Last	Student Date of	Institution Code		GE Program	
2	Award Year	Security Number	Name	Name	Name	Birth	(OPEID)	Institution Name	Indicator	Program Name
								North South		
3	20082009	000009113	Georgia		Brown	09/01/1987	06789900	University	Υ	Hair Design
								North South		
4	20082009	000009113	Georgia		Brown	09/01/1987	06789900	University	Υ	Culinary Arts
	<b>A</b> /							North South		
5	20092010	000009113	Georgia		Brown	09/01/1987	06789900	University	Υ	Culinary Arts





# Case Study No.5 Multiple Programs Across Multiple Award Years

1	K	L	M	N	0	Р	Q	R
1								
2	CIP Code	Credential Level	Medical or Dental Internship		Program Attendance	Program Attendance Begin Date for This Award Year	Program Attendance	Program Attendance End
2	CIP Code	Credential Level	or Residency	Loans	Begin Date	This Award fear	Status	Date
3	120407	01	N	N	09/01/2008	09/01/2008	W	10/03/2008
4	120500	01	N	Υ	01/03/2009	01/03/2009	Е	
5	120500	01	N	Υ	01/03/2009	07/01/2009	С	11/10/2009







4	\$	T	U	V	W	X	Υ	Z	AA	AB
1										
	Private Loans Amount	Institutional Financing Amount	Tuition and Fees Amount	Enrolled in Another Program		Credential Level of Other Program	Program Name of Other Program	GE Program Indicator of Other Program	OPEID of Other Program Institution	Institution Name for Other Program
3	600	0		N						
4										
5	2	600		N						









Sam enrolled in Medical Transcription certificate program on September 1, 2008 and graduated on September 10, 2009. He decided to continue enrollment by getting a another certificate in Health Information Management and started on September 12, 2009.

Name: Sam Malone

SSN: 000-00-1119

DoB: 9/1/1967

Award Years: 2008-2009 Award Year: 2009-2010

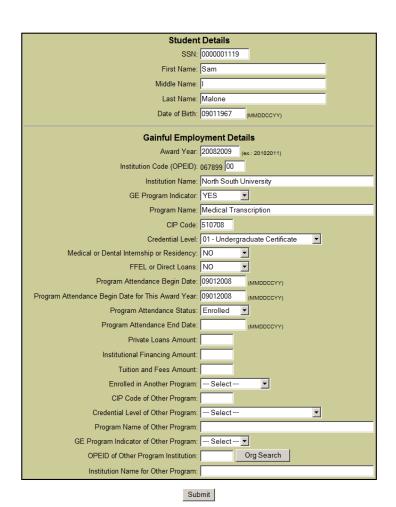
Program 1 CIP: 510708 Program 2 CIP: 510708

GE Program: Yes GE Program: Yes

**75** 



Gainful Employment Add

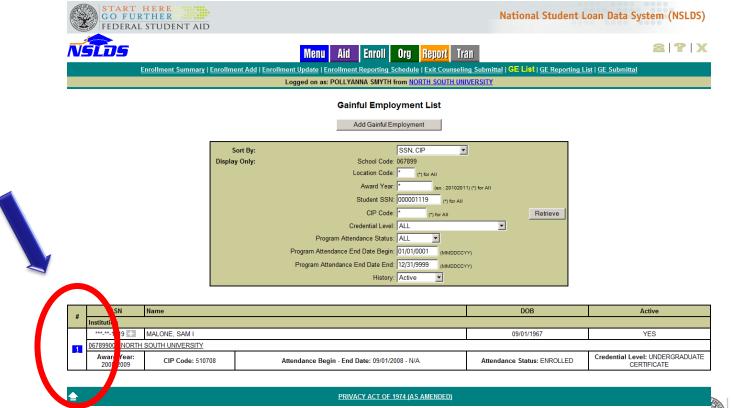


- Award Year 2008-2009
- First record for first program





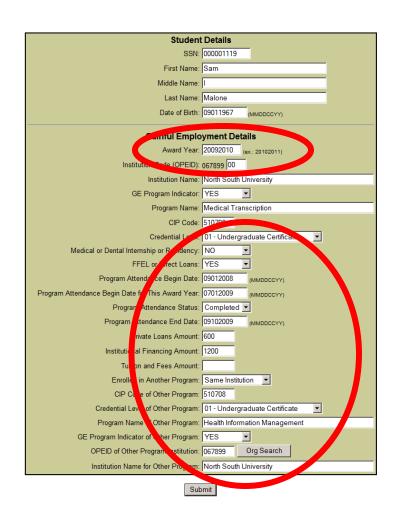
- Award Year 2008-2009
- Update record to show completion







Gainful Employment Add



- Award Year 2009-2010
- Second record for program
- Must be a new record – completion occurred in different award year from program start

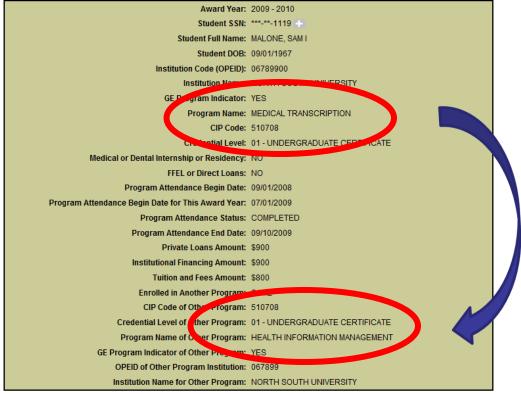






#### Gainful Employment Detail

Update Deactivate Award Year: 2009 - 2010

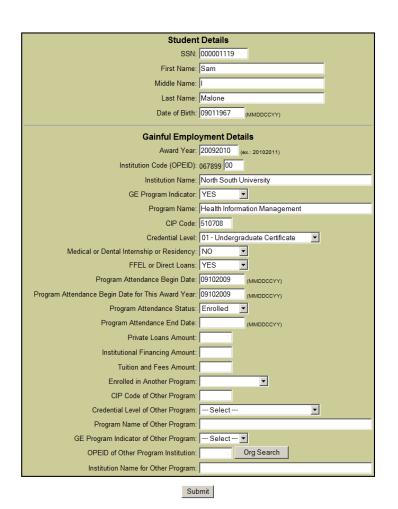




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**Gainful Employment Add** 



- Award Year 2009-2010
- First record for second program
- Must be reported as a new record – different program





# Case Study No. 7 Single Program Stop / Start





## Case Study No. 7 Single Program Stop / Start

Alex started the Computer Aided Drafting (CAD) certificate program on August 1, 2008. He withdrew on February 1, 2009. He re-enrolled in the CAD program on May 1, 2009, and remains enrolled at the end of the award year.

Name: Alex Jones

SSN: 000-00-6789

DoB: 10/1/1997

CIP: 151302

GE Program: Yes





# Case Study No. 7 Single Program Stop / Start

щ	SSN	Name			DOB	Active		
#	Institution							
	***-**-6789 JONES, ALEX E				10/01/1997	YES		
1	<u>06789900 - NORTH</u>	SOUTH UNIVERSITY						
	Award Year: 2008-2009	CIP Code: 151302	Attendance Begin - End Date: 05/01/2009 - N/A		Attendance Status: ENROLLED	Credential Level: UNDERGRADUATE CERTIFICATE		
	***-**-6789	JONES, ALEX E		T	10/01/1997	YES		
2	06789900 - NORTH	SOUTH UNIVERSITY		T				
=	Award Year: 2008-2009	CIP Code: 151302 Attendance Begin - End Date: 08/01/2008 - 02/01/2009			Attendance Status: WITHDREW	Credential Level: UNDERGRADUATE CERTIFICATE		





### Oops, I messed Up!



### Changes vs. Mistakes

Records can be updated ONLINE for the same award year for all but the following fields:

- Award Year
- Student SSN
- Institution OPEID
- CIP Code
- Credential Level

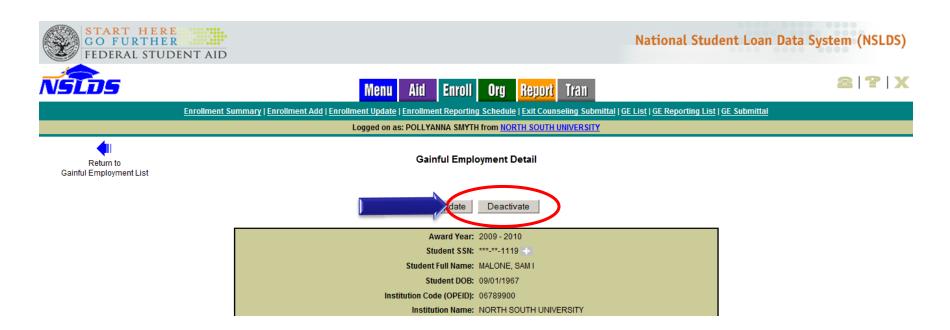
If any of these fields require update, the record must be deactivated.





### Changes vs. Mistakes

These changes require that the record with the inaccurate data be deactivated and a new record loaded with the correct data.







### Changes vs. Mistakes

Records can be updated in Batch for the same award year for all but the following fields:

- Award Year
- Student SSN
- Institution OPEID
- CIP Code
- Credential Level

- Program Attendance Begin Date
- Program Attendance Begin Date This Award Year
- Program Attendance End Date

**CAUTION:** If any of these fields *ARE* updated in batch, the GE record is not updated. A NEW active record will be created.





## **Issue No.1**Oops...I Messed Up

**Q:** We submitted Sam's Private Loans Amount as \$600, but it was really \$1,600. How do we correct that?

A: Update the record online.





#### **Issue No.1** Oops...I Messed Up



National Student Loan Data System (NSLDS)















Enrollment Summary | Enrollment Add | Enrollment Update | Enrollment Reporting Schedule | Exit Counseling Submittal | GE List | GE Reporting List | GE Submittal

Logged on as: POLLYANNA SMYTH from NORTH SOUTH UNIVERSITY





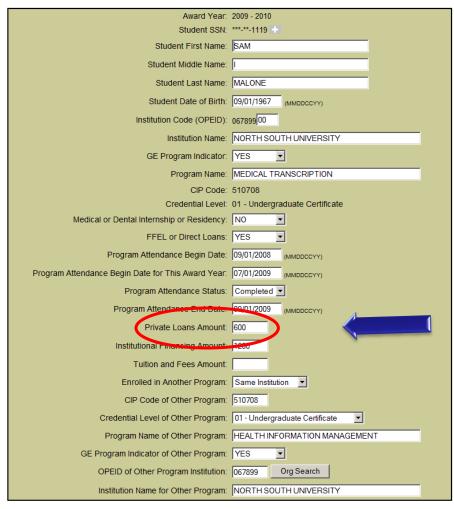


Award Year: 2009 - 2010 Student SSN: \*\*\*-\*\*-1119 Student Full Name: MALONE, SAM I Student DOB: 09/01/1967 Institution Code (OPEID): 06789900 Institution Name: NORTH SOUTH UNIVERSITY





#### **Gainful Employment Update**



### Issue No. 1 Oops...I Messed Up

Enter corrected value - \$1600







### Issue No.1 Oops...I Messed Up

#### **Gainful Employment Update**

Award Year: 2009 - 2010

Student SSN: \*\*\*-\*\*-1119

Student First Name: SAM

Student Middle Name: I

Student Last Name: MALONE

Student Date of Birth: 09/01/1967

Institution Code (OPEID): 06789900

Institution Name: NORTH SOUTH UNIVERSITY

GE Program Indicator: YES

Program Name: MEDICAL TRANSCRIPTION

CIP Code: 510708

Credential Level: 01 - Undergraduate Certificate

Medical or Dental Internship or Residency: NO

FFEL or Direct Loans: YES

Program Attendance Begin Date: 09/01/2008

Program Attendance Begin Date for This Award Year: 07/01/2009

Program Attendance Status: Completed

Program Attendance End Date: 09/81/2009

Private Loans Amount: 1600

Institutional Financing Amount: 1200

Tuition and Fees Amount:

Enrolled in Another Program: Same

CIP Code of Other Program: 510708

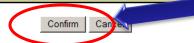
Credential Level of Other Program: 01 - Undergraduate Certificate

Program Name of Other Program: HEALTH INFORMATION MANAGEMENT

GE Program Indicator of Other Program: YES

OPEID of Other Program Institution: 067899

Institution Name for Other Program: NORTH SOUTH UNIVERSITY







#### Issue No. 2 Oops...I Messed Up

**Q:** We reported that Henry started on April 22, 2008, but he really started on June 1, 2008. What do we do?

**A:** Henry's record needs to be deactivated online and the **correct information re- submitted to NSLDS.** 





#### Issues No. 2 Oops...I Messed Up

#### **Gainful Employment Detail**



Award Year: 2007 - 2008

Student SSN: \*\*\*-\*\*-6789

Student Full Name: WISE, HENRY E

Student DOB: 01/01/1900

Institution Code (OPEID): 06789900

Institution Name: NORTH SOUTH UNIVERSITY

GE Program Indicator: YES

Program Name: COMPUTER DRAFTING

CIP Code: 151302

Credential Level: 01 - UNDERGRADUATE CERTIFICATE

Medical or Dental Internship or Residency: NO

FFEL or Direct Loans: YES

Program Attendance Begin Date: 04/22/2008

Program Attendance Begin Date for This Award Year: 04/22/2008

Program Attendance Status: ENROLLED

Program Attendance End Date: N/A

**Private Loans Amount:** 

Institutional Financing Amount:

**Tuition and Fees Amount:** 

Enrolled in Another Program:

3

CIP Code of Other Program:

Credential Level of Other Program:

Program Name of Other Program:

**GE Program Indicator of Other Program:** 

OPEID of Other Program Institution:

Institution Name for Other Program:

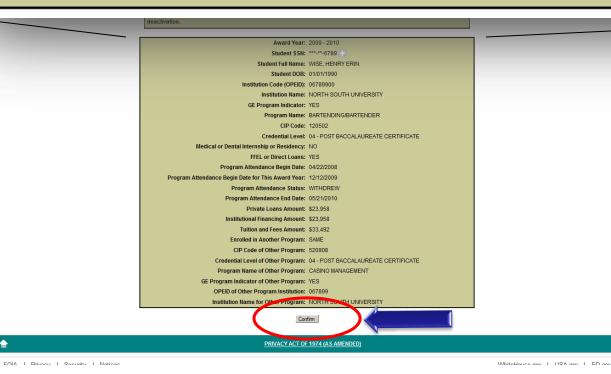




### Issue No. 2 Oops...I Messed Up



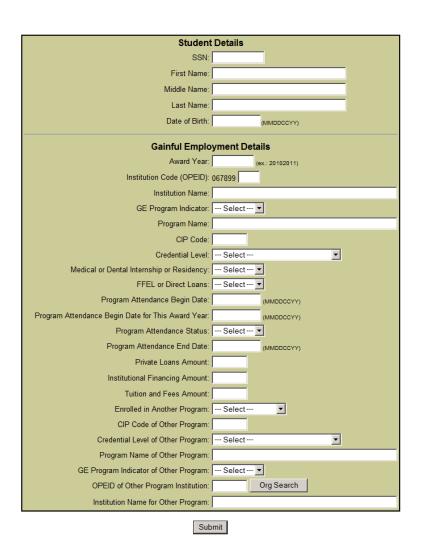
You have requested that the following gainful employment record be deactivated. Click CONFIRM to complete the deactivation.







#### **Gainful Employment Add**



### Issue No. 2 Oops...I Messed Up

 When record is deactivated, <u>all</u> of the data must be reentered into NSLDS





#### Resources

GE User Guide

http://www.ifap.ed.gov/nsldsmaterials/NSLDSGainfulEmploymentUserGuide092211.html

GE Newsletter

http://www.ifap.ed.gov/nsldsmaterials/NSLDSNewsletter34.html

IFAP

http://www.ifap.ed.gov/GainfulEmploymentInfo/index.html

FAQ's

http://www.ifap.ed.gov/GainfulEmploymentInfo/2011GEFAQ.html



### Need Help?

# For Technical Questions regarding submitting GE Program data to NSLDS

Email: NSLDS@ed.gov

or

call the NSLDS Customer Support Center at 800.999.8219





### **Questions?**

